

FIRE TECHNICIAN II
STUDY GUIDE

A written examination for the class of **FIRE TECHNICIAN II** to be administered in **JEFFERSON F.P.D.** on **MAY 27, 2010**, will consist of approximately **100** multiple-choice questions. The examination will test your knowledge in the following subject areas:

| SUBJECT AREA/KNOWLEDGE | APPROXIMATE % OF EXAM |
|---|----------------------------------|
| BUILDING MAINTENANCE SERVICES Knowledge of building components and construction, including plumbing, electrical, carpentry, and heating and air conditioning systems sufficient to maintain and make minor repairs. | 19.0% |
| ENGINE MECHANICS Knowledge of gasoline and diesel engines sufficient to perform diagnosis of mechanical problems and to perform maintenance and repair. | 5.0% |
| GENERAL AUTOMOTIVE MAINTENANCE, REPAIRS, INSTRUMENTS AND TOOLS Knowledge of general apparatus equipment sufficient to troubleshoot, diagnose and repair malfunctioning components, including the use and care of instruments and tools. | 7.0% |
| INSPECTION, MAINTENANCE, TESTING AND REPAIR OF PORTABLE EQUIPMENT Knowledge of portable equipment, tools, and accessories commonly carried on fire apparatus sufficient to perform maintenance and repairs, including self-contained breathing apparatus, nozzles and nozzle assemblies; and of fire hose and hose couplings, portable pumps, water towers, power saws, lawnmowers, and edgers. | 15.0% |
| MANAGING EQUIPMENT/SUPPLIES Knowledge of the management and maintenance of property and equipment, including self-contained breathing apparatus; inventory control; and the preparation of specifications on new equipment for public bids. | 11.0% |

| SUBJECT AREA/KNOWLEDGE | APPROXIMATE % OF EXAM |
|---|--------------------------|
| RECORDS AND REPORTS Knowledge of effective records-keeping practices, including preparation, content, format, control, and retention; and knowledge of effective report preparation procedures, including the compilation and organization of data into an effective written format for reports. | 8.0% |
| SUPERVISION AND TRAINING Knowledge of the practices and techniques used in effective supervision in order to plan, organize, direct, and evaluate the work of subordinates, to resolve conflicts, and to maintain discipline; and knowledge of procedures sufficient to train department personnel. | 30.0% |
| PUBLIC RELATIONS Knowledge of effective public relations practices which foster a positive public image of the department through contact with other departments, and the public. | 5.0% |

REFERENCE LIST

While the entire list of reference material will be useful to you in your preparation for the upcoming examination, the **majority** of test questions are sourced from those references listed under the Primary List.

PRIMARY REFERENCE MATERIAL

INTERNATIONAL FIRE SERVICE TRAINING ASSOCIATION (IFSTA)/ FIRE PROTECTION PUBLICATIONS (Training Manuals):

Chief Officer, 2nd ed., 2004.

Essentials of Firefighting, 4th ed., 1998.

Fire and Emergency Services Instructor, 7th ed., 2006.

EFFECTIVE SUPERVISORY PRACTICES, International City Management Association (ICMA),

1120 G Street, N.W., Washington, D.C. 20005, 4th ed., 2005.

NOTE: Obtain through LSU Firemen Training Program or IFSTA Fire Protection Publications.

MODERN AUTOMOTIVE TECHNOLOGY, James E. Duffy, The Goodheart-Willcox Co., Inc., 2004.

FIRE PROTECTION HANDBOOK, NFPA, 19th ed., 2003.

ADVANCED SUPERVISORY PRACTICES, International City/County Management Association, 777 N. Capitol Street N.E., Suite 500, Washington, D.C. 20002-4201, 1992.

ULTRALITE II AIR MASK, Custom 4500 II Air Mask, Level II, Maintenance Procedures.

BASIC HOME BUILDING, Ortho Books, Box 5006, San Ramon, CA 94583-0906, 1st ed., 1991.

POPULAR MECHANICS - HOME HOW-TO, Jackson, Albert and Day, David, The Hearst Corp., an affiliate of William Morrow & Co, Inc., 1350 Ave. of the Americas, New York, NY 10019, 1st ed., 1986.

REFRIGERATION AND AIR CONDITIONING, Air-Conditioning and Refrigeration Institute (ARI), 1501 Wilson Boulevard, 6th Floor, Arlington, VA 22209-2403, Published by: Prentice Hall, Upper Saddle River, NJ, 3rd Ed., 1997.

The local civil service board should make this study guide available to all applicants in whatever manner the board deems appropriate.

While there are no provisions requiring this office to provide study guides for any competitive or promotional examinations, such material will be provided as a service to assist applicants in preparing for an examination. The State Examiner's office has no control whatsoever over the local availability of reference material (mentioned in the study guides), nor do we feel constrained to limit examination questions to only that material which is available locally. Examination content, weighting of subject areas, and length of examination, may vary with each administration of an examination to reflect any updated job analysis information. Percentages and numerical estimations are provided as approximations.